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Airport and Maritime
Operations Manual

Maritime Operations

Clearing Vessels

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Introduction

The *Clearing Vessels* section of Maritime Operations provides the standard procedures and guidelines for vessel clearance. If a Port Director needs to establish boarding and sealing procedures which deviate from those set down in this manual, he or she must get approval from his or her Regional Director. Examples of situations which may warrant establishing nonstandard procedures like instream boarding are identified where appropriate in this manual. Justification for nonstandard procedures must be submitted in writing to the Regional Director. If approved, submit information copies to Quarantine Policy, Analysis and Support (QPAS).

Materials Needed

When inspecting vessels, be sure to have the following materials readily available:

- ◆ Agricultural Safeguard Notices (translated version for non-English speaking crew members)
- ◆ *Airport and Maritime Operations Manual*
- ◆ *Animal Product Manual*

- ◆ Boarding bag
- ◆ Cleaning and disinfecting equipment
- ◆ Flashlight
- ◆ Hand lens
- ◆ Hard hat
- ◆ Knife
- ◆ *Plant Import: Propagative and Nonpropagative Volume of Manuals*
- ◆ PPQ Form 227, Request for Customs Action
- ◆ PPQ Form 288, Ship Inspection Report
- ◆ PPQ Form 523, Emergency Action Notification
- ◆ PPQ Form 591, Alleged Violation
- ◆ PPQ Form 592, Notice of Violation
- ◆ Quarantine tags
- ◆ Sealing cord
- ◆ Seals—strip, (Tyden) strap, and button
- ◆ Vials

Methods and Procedures

It is assumed that you already have information on the vessel arrival since the owner/operator or representative is required to provide this information under the provisions of Advance Notification of Arrival. Once the port has received the notification of arrival, that port must determine if the vessel is on the list of garbage violators. The current list is available to all port offices. See [Controlling Garbage](#) on page 3-6-1 for more information.

Step 1: Determining if a Vessel Requires Boarding on Arrival

The first step in clearing a vessel is to determine if boarding is required. If it is, then determine whether boarding is to be on arrival or can be deferred. (Deferred means to board during regular work hours as time permits.) If you determine that boarding is **not** necessary based on your port policy, then monitoring of the vessel's garbage is required. Monitoring procedures are covered in [Monitoring/Surveillance](#) on page 3-3-10.

Categories of Vessels Which Require Boarding on Arrival

The following categories of vessels require boarding on arrival:

- ◆ Foreign arrivals that are likely to require sealing based on past experience
- ◆ Certain foreign arrivals that may harbor the Asian gypsy moth (see [Taking Emergency Action for Suspect Asian Gypsy Moth \(AGM\) Ships](#) on page 3-3-24)
- ◆ Foreign flag, foreign arrivals that will depart for another U.S. port before regular working hours
- ◆ Foreign flag, military vessels
- ◆ Vessels on the current Garbage Violation List or khapra beetle infested vessels that sailed foreign without treatment
 - ❖ Khapra beetle endemic countries include Afghanistan, Algeria, Bangladesh, Burkina Faso, Myanmar, Cyprus, Egypt, India, Iran, Iraq, Israel, Libya, Mali, Mauritania, Morocco, Niger, Nigeria, Pakistan, Saudi Arabia, Senegal, Sri Lanka, Sudan, Syria, Tunisia, and Turkey
- ◆ Passenger cruise vessels (only if eight or more passengers/crew are being landed)
- ◆ Direct arrivals from Hawaii
- ◆ Coastwise arrivals with prior notice of PPQ sealing, garbage violations, or critical pest risk situations (see [Sealing Stores](#) on page 3-3-11)

Categories of Vessels Which May Warrant Boarding on Arrival






You must have the approval of the Regional Director to include these nonstandard categories of vessels in the board on arrival category.

The following are categories of vessels that may warrant boarding on arrival:

- ◆ Vessels immediately proceeding to locations where boarding is impractical or unsafe
- ◆ Cargo control procedures which require PPQ presence on arrival or during cargo discharge, e.g., restricted meat, fresh fruit, cotton at southern ports
- ◆ U.S. military vessels which historically have recurring quarantine violations
- ◆ Vessels docking in close proximity to high-risk, agricultural areas

TABLE 3-3-1 Determine Whether to Board Vessels on Arrival

If the vessel:	And your port:	And your port policy is to:	Then:
Falls into one of the 8 categories for boarding on arrival			GO to Step 3: Inspecting the Vessel on page 3-3-5
Does not fall into one of the 9 categories for boarding on arrival	Has approval from your Regional Director to include the category as a board on arrival		
	Does not have approval from your Regional Director to include the category as a board on arrival	◆ DEFER ¹ boarding of vessel	◆ GO to Categories of Vessels for Deferred Boarding below
		◆ MONITOR vessel	◆ GO to Monitoring/Surveillance on page 3-3-10

1. Defer means to board during regular work hours as time permits.

Categories of Vessels for Deferred Boarding

All vessels **not** boarded on arrival are either deferred for boarding or they are monitored for garbage compliance. Use port policy to determine whether to defer boarding or monitor the following categories of vessels. The Port Director determines port policy based on the port's previous experience and workload. If you board the vessel, continue on to **Step 3: Inspecting the Vessel** on page 3-3-5. If you monitor the vessel, then see **page 3-3-10** for instructions.

The following categories are examples of vessels to be boarded as time permits during regular working hours:

- ◆ U.S. military vessels **not** boarded on arrival
- ◆ U.S. flag vessels (**except** from Hawaii)
- ◆ Private pleasure boats (**except** from Hawaii)
- ◆ Fishing vessels
- ◆ Coastwise vessels arriving without notice of problems or sealing requirements
- ◆ Vessel which frequently arrives at a port and has demonstrated low risk based on absence of pest risk, garbage problems, significant pest interceptions, or other quarantine problems requiring corrective action
- ◆ Vessels arriving directly from Puerto Rico or the U.S. Virgin Islands

Boarding Instream

Step 2: Boarding Safety

Boarding vessels instream is a nonstandard procedure. Approval for boarding instream must be granted from your Regional Director. If your Regional Director approves boarding instream, then be sure to read the following safety precautions related to boarding instream.

When boarding instream do as follows:

- ◆ Consider your physical capabilities
- ◆ Use a flotation jacket
- ◆ **Never** use a Jacob's ladder for boarding

If the vessel leaves your port prior to boarding, then notify the next port on the vessel's itinerary to board vessel.

Step 3: Inspecting the Vessel

The actions you take during your inspection are going to be determined primarily by two factors:

- ◆ Location of your port (whether you're in a sealing area)
- ◆ Areas of the world the vessel has transited, loaded cargo, and taken on stores (to assess pest risk)

Determining if You Are at a Sealing Port

Use [Table 3-3-2](#) to determine if you're at a location which requires sealing of vessel stores.

TABLE 3-3-2 Determine if You Are at a Sealing Port

If your port is in:	Then:
Alabama, California, Florida, Hawaii, Louisiana, Mississippi, Puerto Rico, Texas, or the U.S. Virgin Islands	<ul style="list-style-type: none"> ◆ CONTINUE in step, then ◆ GO to Sealing Stores on page 3-3-11
St. Lawrence Seaway or Great Lakes	<ul style="list-style-type: none"> ◆ CONTINUE in this step ◆ CHECK seals and reseal meats if necessary in support of Agriculture Canada's sealing
Other than the locations listed in the two cells above	<ul style="list-style-type: none"> ◆ CONTINUE in this step ◆ DO NOT SEAL

Activities Involved When Inspecting Vessels

Inspecting vessels involves the following activities:

- ◆ Gathering information
- ◆ Inspecting the galley, storerooms, quarters, and deck area
- ◆ Inspecting the condition of the garbage containers
- ◆ Inspecting cargo holds when they contain cargo from khapra beetle areas

Gathering Information

Locate the captain or a responsible vessel's officer to gather information for filling out PPQ Form 288. See **PPQ Form 288, Ship Inspection Report** on **page A-1-48** for instructions for completing the form.

The information on foreign ports transited during the voyage can help you assess the areas in which to focus your inspection. Customs Form 1301 lists the complete foreign itinerary of the vessel. During your discussion with the captain, you can also inform the captain of the garbage regulations to be observed while in port. If the vessel is coming from Africa, Central America, South America, or Mexico, ask if any bee swarms have been sighted. Give the captain a phone number where PPQ can be contacted if any swarms are found.

TABLE 3-3-3 Determine Where to Focus Your Inspection Based on Risk

If the vessel transited or loaded cargo or stores from:	Then:
Afghanistan, Algeria, Bangladesh, Burkina Faso, Cyprus, Egypt, India, Iran, Iraq, Israel, Libya, Mali, Mauritania, Morocco, Myanmar (Burma), Niger, Nigeria, Pakistan, Saudi Arabia, Senegal, Sri Lanka, Sudan, Syria, Tunisia, or Turkey	INSPECT the vessel for khapra beetle
Africa—all countries on the continent, Belize, Brazil, Colombia, Costa Rica, El Salvador, Ecuador, French Guyana, Guatemala, Guyana, Honduras, Mexico, Nicaragua, Panama, Peru, Suriname, or Venezuela	INSPECT the deck area for bee swarms; these countries are known to have Africanized honeybees

Inspecting Galley, Stores, Quarters, and Deck

Inspect the galley as follows:

- ◆ Inspect and note the quantity and origin of all fresh fruits and vegetables
- ◆ Inspect the dry provisions (flour, rice, grain cereals) and spices carefully for khapra beetle larvae and cast skins when aboard khapra beetle suspect vessels

Inspect the stores as follows:

- ◆ Inspect and note the quantity and origin of restricted or prohibited fruits and vegetables
- ◆ Inspect the fruits and vegetables using the inspection guidelines given in the *Plant Import: Nonpropagative Fruits and Vegetables Volume of Manuals*
- ◆ Inspect the dry provisions (flour, rice, grain cereals) and spices carefully for khapra beetle larvae and cast skins when aboard khapra beetle suspect vessels

Inspect the quarters as follows:

- ◆ Inspect quarters in a fruit fly sealing area to collect all fruit which requires sealing
- ◆ Inspect quarters when you suspect pet birds are being kept by crew, and/or you want to verify the birds are caged and kept inside a cabin (see [page 3-3-20](#) for further instructions on pet birds)
- ◆ Inspect high-risk plants or cut flowers used as ship's furnishings.

Inspect the deck as follows:

- ◆ Inspect the deck area to check for garbage maintenance aboard the vessel; garbage containers should be as follows:
 - ❖ Inside the railing
 - ❖ **Not** leaking
 - ❖ Covered

If the preceding conditions are **not** present, then go to [page 3-6-4](#) for instructions on assessing civil penalties for a vessel's garbage violations.

If the vessel's garbage handling equipment includes either of the following:

- ◆ Garbage chutes
- ◆ Garbage containers built into the railing

Then seal to prevent use while in U.S. territorial waters.

When checking garbage aboard a vessel, be sure to check for compliance with MARPOL Annex V. Note the "yes" or "no" answers to the following questions:

1. Is a functional incinerator or other disposal method aboard the vessel?
2. Was the responsible vessel representative as to show and did produce a garbage pickup receipt or other evidence of lawful disposal of plastics ashore?

TABLE 3-3-4 Determine if Violation of MARPOL Annex V Exits

If the answers to the above questions were:	Then:
1. No 2. No	A violation of MARPOL Annex V exists; do the following: 1. COMPLETE the Addendum to PPQ Form 288 2. GET the responsible vessel representative to sign the PPQ Form 288 and the Addendum 3. FORWARD PPQ Form 288 with an original signature and Addendum to the local Coast Guard Captain
Other than those listed in the cell above	DO NOT complete the Addendum to PPQ Form 288

Also, if a crew member informs you (volunteers the information without your questioning) that plastics were dumped at sea, then complete the Addendum to PPQ Form 288 and indicate in *Block 25, Remarks* section the crew member's statement. Have the crew member sign the Addendum and indicate the crew member's position (for example, Captain, Chief Mate, etc.)

Plastics for disposal ashore are considered regulated garbage when they are used as wrappers for meats, containers for animal products, or are commingled with the vessel garbage. All other plastic stored separately aboard the vessel may be disposed of ashore without restriction.

Materials Needed When Inspecting for Africanized Honeybees



Do not assign employees who are known to be sensitive to bee venom to this job.

If the vessel is arriving from or transited a country known to have Africanized honeybees, then make sure you have proper protective equipment as follows:

- ◆ Bee veil and helmet or bee suit
- ◆ White or tan coveralls
- ◆ Thick gloves to protect your hands from stings
- ◆ Aerosol pesticide (resmethrin 2 percent, d-phenothrin 2 percent or d-phenothrin 10 percent), available from port office¹
- ◆ CO₂ fire extinguisher; available from port office

Inspection Procedures for Africanized Honeybees



Do not assign employees who are known to be sensitive to bee venom to this job.

¹ If stock aerosol pesticide is unavailable, purchase and use a commercial wasp and bee killer.

Inspect the deck area of the vessel for swarms of bees. Look for bees around garbage containers and any water source, such as water faucets. Check any opening on deck or on the bridge for possible colony sites. Pipes, mast crossbars, air vents, and other equipment stored on deck offer excellent colony sites for bees.

If you find bees², then do the following:

1. Kill the bees³ with **one** of the following stock aerosols:
 - ❖ Resmethrin 2 percent
 - ❖ D-phenothrin 2 percent
 - ❖ D-phenothrin 10 percent
2. Examine the dead bees to determine if the queen is present.
3. Question personnel in the dock area to locate additional bees which may have escaped detection.
4. Notify Quarantine Policy, Analysis and Support (QPAS) and all previous and subsequent ports by telephone the same day as the incident.
5. Submit a written report through channels to QPAS within 2 weeks.
6. Note the fact that you found live bees on PPQ Form 288, Ship Inspection Report.
7. See **Routine Interceptions** on page T-1-11 for directions on how to submit interceptions.



If you are stung, immediately scrape the stinger off by scraping it in the direction **opposite** where it entered the skin. You may scrape the stinger off by using your fingernail or any straight-edged instrument. **Never** pull the stinger out because this will force more venom into your skin as well as release more alarm pheromone. Since the stinger is barbed, immediate removal can greatly reduce the effect of the sting. To avoid more stings (since the site of the sting is releasing alarm pheromone), get to safety quickly and wash the site of the sting with soap and water.

Step 4: Documenting Ship Clearance

Complete PPQ Form 288, Ship Inspection Report to document your inspection. See **page A-1-48** for instructions on completing the form.

- 2 Even if no live bees were found, note this fact on the Ship Inspection Report (PPQ Form 288).
- 3 If a stock aerosol is unavailable, use a commercial wasp and bee killer. If you cannot immediately kill the swarm, then temporarily anesthetize them with a CO₂ fire extinguisher until you can get an aerosol.

If the vessel transited or loaded cargo or stores in a country known to have the Africanized honeybee, note whether or **not** live bees were found on the vessel. On PPQ Form 288, *Block 25, Remarks* write a message to the captain requesting "If live bees are sighted on the ship or a container, then call a PPQ officer at [port phone number]."

Step 5: Notifying and Reporting

When the vessel is proceeding to another port within the United States, its possessions, or its territories, notify the PPQ office at the subsequent port by telephone or E-mail when any of the following conditions apply: garbage violation, pest risk, or sealing requirement. Send a confirmation copy of PPQ Form 288 by mail. The first port identifying a particular problem has the responsibility to notify all subsequent ports. Ports that **do not** seal fruit fly host material **do not** require notification. If the vessel is **not** going to another U.S. port or territory (Puerto Rico and U.S. Virgin Islands), then notification is **not** necessary.

Reference Section

Monitoring/Surveillance

Port Directors establish port policies to ensure that garbage handling and safeguarding of stores on vessels in port are monitored on an unannounced, spot-check basis, as follows:

- ◆ Vessels **not** boarded will be monitored when feasible
- ◆ Vessels boarded—at least 50 percent will be subsequently monitored

The Port Director may use PPQ Form 288 or a local log to record monitoring activities.

In monitoring, make sure that garbage aboard a vessel is as follows:

- ◆ Inside the railing
- ◆ In a leakproof container
- ◆ In a covered container

If the vessel is **not** complying with these garbage conditions, then require remedial measures and assess a civil penalty. Instructions for assessing civil penalties are contained in [**Assessing Civil Penalties for Garbage Violations**](#) on page 3-6-4.

Purging Stores and Garbage

Vessels may purge their stores and garbage in order to attain "domestic status." By purging their stores and garbage, vessel owners are provided an opportunity to reduce their costs associated with garbage removal. This opportunity will most likely be taken by vessels entering mainland U.S. and Canadian service for either an extended period or permanently.



If a military vessel, use the directions for [Handling Regulated Garbage Aboard U.S. Naval and Coast Guard Vessels](#) on [page 3-6-5](#).¹ Once purged, the vessel may have its stores and garbage regulated as if it were domestic.

- 1 These directions are based on NAVSUP for the Navy or the *Subsistence Manual* for the Coast Guard.

Directions for allowing nonmilitary vessels to purge their regulated stores and garbage are as follows:

1. Monitor the purging of the vessel's regulated stores and garbage.
 - A. The purged material must be incinerated, sterilized, or transferred to another vessel
 - B. If transfer to another vessel is the option selected for purging, see [Transferring Meat in a Vessel's Stores](#) on [page 3-3-17](#).
 - C. If the vessel calls only at a U.S. Territory or Hawaiian port, then only the regulated produce needs to be purged; there is no animal disease risk. Otherwise, require the purging of both regulated animal products and produce.
2. Fill in "Purged—now domestic" in PPQ Form 288, *Block 25, Remarks*
 - A. Give a copy of the completed form to the captain.
 - B. Tell the captain to keep the copy of the form as evidence of domestic status until the vessel sails again outside of the continental U.S. or Canada.

Sealing Stores

Sealing stores is a safeguarding practice which prevents the use or movement of a commodity aboard a vessel while in U.S. territorial waters.

In climates which can support fruit fly year round, all fruit fly host materials are sealed in vessel stores. See [Table 3-3-5 on page 3-3-12](#) to determine if you are in an area where sealing is standard practice.

TABLE 3-3-5 Determine if You Are in an Area Where Sealing Stores Is Standard Practice

If you are in:	Then:
Alabama, California, Florida, Hawaii, Louisiana, Mississippi, Puerto Rico, Texas, or the U.S. Virgin Islands	GO to Determining What Fruit Fly Material to Seal on page 3-3-12
Other than the locations listed in the above cell	DO NOT SEAL for fruit flies or Agriculture Canada

Assessing Civil Penalties for Breaking Seals

Assess a civil penalty whenever seals are broken without the authorization of PPQ. Use PPQ Form 592 to document such a violation. If possible, collect the broken seal as evidence to submit with your report of violation. See **PPQ Form 592, Notice of Violation** on **page A-1-97** for instructions.

Determining What Fruit Fly Material to Seal

Seal all fleshy botanical fruits **except** those listed in **Table 3-3-7** and those originating in the “No sealing” areas. However, material that is host to fruit flies, but was grown in the contiguous United States does **not** require sealing. If you're located in Hawaii, you **do not** need to seal any fruit fly material from Mediterranean⁴ (West) countries. If you're in Puerto Rico or the U.S. Virgin Islands, then you **do not** need to seal any fruit fly material from the West Indies⁵. If you are interested in an explanation of the reasons for **not** sealing, see **Reasons for Sealing or Not Sealing Fruit Fly Host Material in Vessels' Stores** on **page W-1-1**.

Inspect for, and collect all fruit fly host material from the quarters and galley. Combine all the collected material with all fruit fly host materials in the refrigerated stores. Seal excessive amount of fruit fly host material in a secure compartment within the storeroom. A secure, refrigerated compartment is one which ensures that the only way to gain access to the compartment is by breaking the seal. If you must seal the entire storeroom, then give the chief steward the opportunity to remove all nonhost material from the storeroom for use while in port. Bags or boxes are **not** considered secure compartments within a storeroom. Move the bags or boxes to a secure compartment for sealing, or seal the entire storeroom.

Small Amounts of Fruit Fly Material

In sealing areas, if only a small amount of fruit fly host material is found, give the chief steward the option to destroy the material or seal it in a secure compartment. If the chief steward chooses to have the fruit fly material destroyed, you may seize the material by placing it in

4 Mediterranean (West) countries: Albania, Algeria, France, Greece, Italy, Libya, Morocco, Portugal, Spain, Tunisia, and former Yugoslavia (now Croatia, Bosnia and Herzegovina, Serbia and Montenegro, and Macedonia).

5 West Indies: Annually, Antigua and Barbuda, Bahamas, Barbados, Cayman Islands, Cuba, Dominica, Dominican Republic, Grenada, Guadeloupe (and St. Barthelemy), Haiti, Jamaica, Martinique, Montserrat, St. Eustatius, St. Kitts and Nevis, St. Lucia, St. Martin, St. Vincent and the Grenadines, Turks and Caicos Islands, and the British Virgin Islands.

a plastic bag for destruction and examination at a later time. Make a note on PPQ Form 288 of all fruit fly materials seized. Use [Table 3-3-6](#) to determine which fruit fly materials require sealing based on the origin of the commodities.

TABLE 3-3-6 Determine Which Fruit Fly Materials Require Sealing Based on Origin of Commodities

If the fleshy botanical fruits are from:	Then:
Africa (except for Algeria, Libya, Morocco, and Tunisia)	SEAL all fleshy botanical fruits
Asia (except for Asian Russia, Japan, Korea, or Mongolia)	
Australia	
Chile	SEAL only tomatoes
Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, or Panama	GO to Table 3-3-7 on page 3-3-14
Hawaii	SEAL all fleshy botanical fruit except papaya (treated) and pineapple
Japan	SEAL all fleshy botanical fruit except grapes, kiwi, legumes, pome fruit ¹ , stone fruit ² , and strawberries
Mediterranean (West) ³	GO to Table 3-3-7
Mexico or Belize	
Puerto Rico or U.S. Virgin Islands (located in the West Indies)	
South America, Tobago, and Trinidad (except Chile)	
West Indies and Lesser Antilles ⁴ (includes Aruba, Bonaire, and Curacao)	
Other than a country or State listed in the nine cells above	GO to Figure 3-3-8 on page 3-3-15 , which shows the countries for which sealing is not required

- 1 Pome fruit—fruit such as apple, pear, or quince.
- 2 Stone fruit—fruit such as apricot, cherry, peach, or plum.
- 3 Mediterranean (West) countries: Albania, Algeria, France, Greece, Italy, Libya, Morocco, Portugal, Spain, Tunisia, and former Yugoslavia (now Croatia, Bosnia and Herzegovina, Serbia and Montenegro, and Macedonia).
- 4 West Indies: Annually, Antigua and Barbuda, Bahamas, Barbados, Cayman Islands, Cuba, Dominica, Dominican Republic, Grenada, Guadeloupe (and St. Barthelemy), Haiti, Jamaica, Martinique, Montserrat, St. Eustatius, St. Kitts and Nevis, St. Lucia, St. Martin, St. Vincent and the Grenadines, Turks and Caicos Islands, and the British Virgin Islands.

If the seal is broken or removed while in U.S. territorial waters, then complete PPQ Form 592, Notice of Violation.

TABLE 3-3-7 Determine Which Fleshy Botanical Fruit to Seal

If the country of origin is:	And the fruit is:	Then:
Central America (except Belize) ¹	Banana, cucurbit, eggplant, okra, legume, lemon, lime, pineapple, strawberry	DO NOT seal fruit
	All other fleshy, botanical fruit	SEAL fruit
Mediterranean (West) ¹	Cucurbit, eggplant, legume, lemon, lime (sour), okra, pineapple, strawberry	DO NOT seal fruit
	All other fleshy, botanical fruit	SEAL fruit
<ul style="list-style-type: none"> ◆ Mexico¹ ◆ Belize¹ 	Banana (Musa sp.), breadfruit, cactus fruit, cucurbit, date, grape, legume, lemon, lime (sour), litchi, mangosteen, okra, papaya, pineapple, solanaceae, strawberry	DO NOT seal fruit
	All other fleshy, botanical fruit	SEAL fruit
<ul style="list-style-type: none"> ◆ South America (except Chile)¹ ◆ Trinidad¹ ◆ Tobago¹ 	Banana, eggplant, legume, lemon, lime (sour), okra, pineapple, strawberry	DO NOT seal fruit
	All other fleshy, botanical fruit	SEAL fruit
West Indies ¹	Avocado, banana, breadfruit, cactus fruit, citrus, cucurbit, date, genip, grape, legume, litchi, mangosteen, okra, papaya, pineapple, solanaceae, strawberry	DO NOT seal fruit
	All other fleshy, botanical fruit	SEAL fruit

1 For an explanation, see [Reasons for Sealing or Not Sealing Fruit Fly Host Material in Vessels' Stores](#) on [page W-1-1](#).

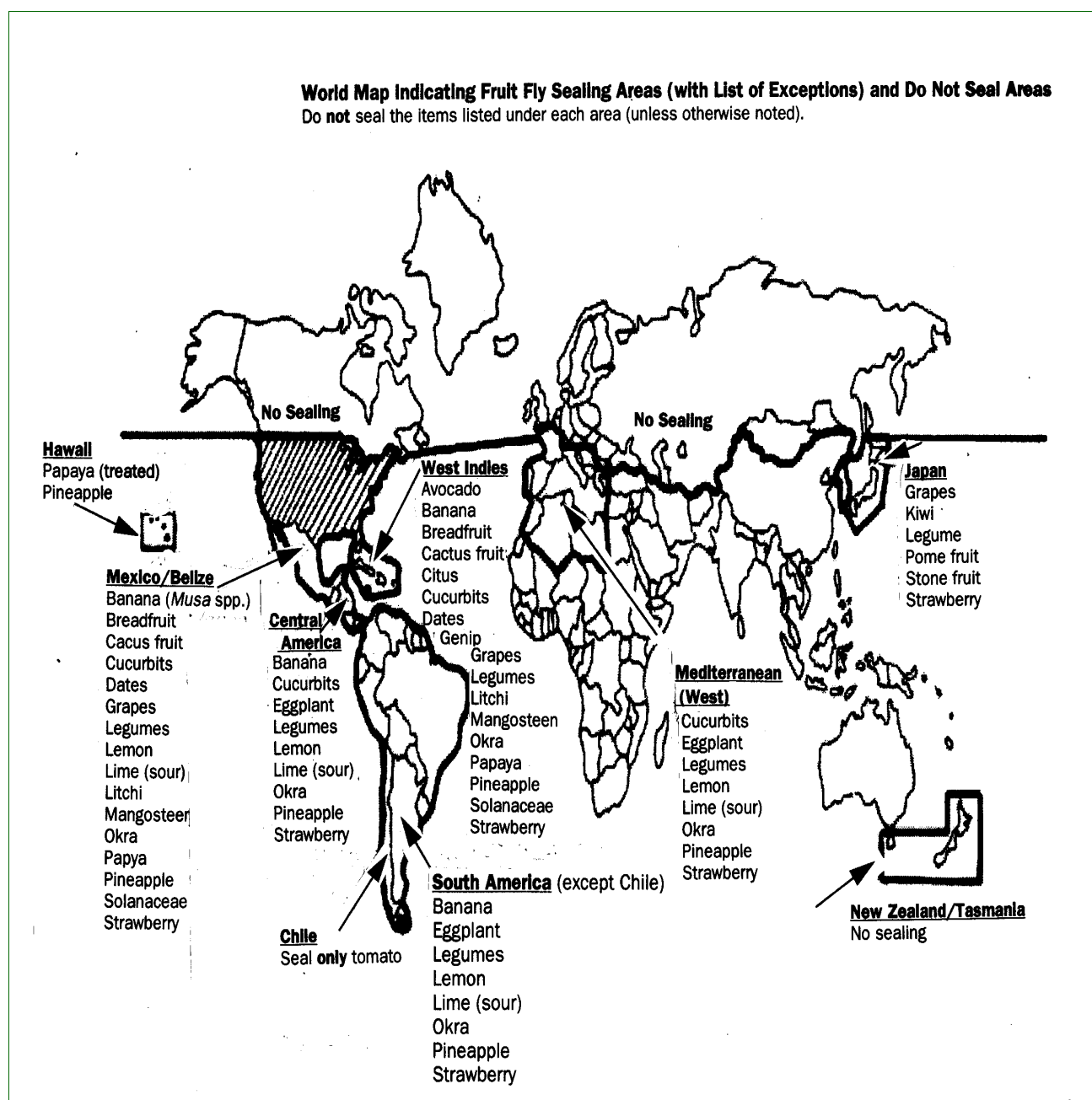


FIGURE 3-3-8 Map of Fruit Fly Seal and Do Not Seal Areas of the World

Courtesy of the Port

Courtesy of the Port is a privilege granted by Customs and other Federal Agencies, including PPQ, to foreign officials and vessels. Courtesy of the Port for foreign public vessels, and boarding and garbage safeguarding guidelines to follow when inspecting foreign public vessels are listed below.

The Department of State considers foreign, public vessels as all foreign commissioned naval vessels, scientific research vessels, and other vessels operated by a foreign government when used in noncommercial service.

The Department of State formally requests courtesy of the port privileges from the Secretary of Agriculture. The request is handled by PPQ Headquarters in Riverdale who in turn notifies the port of arrival. Generally, you will receive information in advance including the nationality of the vessel, port(s) to be visited, and the approximate date(s) of the visit.

Boarding Foreign Public Vessels

Unless you receive permission to board the vessel from the captain or other officer, **do not** board the vessel. If boarding permission is granted, exercise good judgement in carrying out your inspection. Arrange to board with the other Federal Inspection Agencies (Customs & Immigration) in advance. Be sure to discuss the protocol to be observed during boarding with other Federal Agencies.

Once aboard, make a careful assessment of the plant pest and animal disease risk associated with the stores or elsewhere, and of prohibited or restricted agricultural items. You can assess the risk either by questioning the captain or other officer, or by actual inspection. If actual inspection is warranted, then gain the permission and escort of the captain or other officer.

If the captain or officer refuses to cooperate, then immediately contact the local Navy representative. If the local Navy representative cannot resolve the problem, then contact Quarantine Policy, Analysis and Support (QPAS) through your Regional Director. Follow up your initial contact by writing an Officer's Statement of the incident describing the problem encountered.

Handling Garbage

Explain and solicit cooperation for maintaining garbage while the vessel is in port. The U.S. Navy usually makes initial arrangements for garbage removal for foreign, military vessels. If approved garbage disposal facilities are available at your port, inform the captain or officer that garbage may be removed by an approved garbage disposal company. Make periodic checks to ensure the garbage is being handled properly. See [Controlling Garbage](#) on page 3-6-1 for specific information on garbage control.

Garbage Violations

If you detect a deliberate and flagrant violation of the garbage handling procedures or other safeguard requirements, then make a full report by telephone to Headquarter's VMO through the Regional Director. Follow up by writing an Officer's Statement of incident.

Animals Aboard Public Vessels

Live ruminant animals or swine should **not** be aboard public vessels given courtesy of the port. If live animals are aboard, notify VS. The vessel's captain is expected to prevent the removal of other animals (including birds) as well as other restricted or prohibited items.



Transferring Meat in a Vessel's Stores

Meat in a vessel's stores may be transferred from one vessel to another when permission in writing listing the items to be transferred is requested of Customs. The vessel's agent will also request approval from PPQ to transfer meat.

Follow these procedures for the transfer of meat:

- ◆ Determine the origin of the meat
- ◆ Determine from the vessel's log the ports the vessel has previously visited since taking on the meat to be transferred

TABLE 3-3-9 Transfer of Meat in Vessel's Stores

If the meat originates:	And the vessel:	And it is in:	Then:
In foot-and-mouth disease (FMD), rinderpest (RP), classical swine fever (CSF), swine vesicular disease (SVD) or African swine fever- (ASF) free countries	Did not transit an infected country		<ul style="list-style-type: none"> ◆ ALLOW transfer of meat under the direct supervision of PPQ to another vessel or to a cold storage facility within the port environs ◆ Do not allow the meat to be used ashore
	Transited an infected country	Box or carton (container) packed as originally shipped	<ul style="list-style-type: none"> ◆ ALLOW only transfer of meat in unopened containers to another vessel or to a cold storage facility within the port environs ◆ Movement must be under direct PPQ supervision ◆ Do not allow meat to be used ashore
		Boxes or cartons that were opened (staples or bands removed or flaps unglued)	ALLOW transfer of stores only under the following conditions ¹ : <ul style="list-style-type: none"> ◆ Direct supervision of a PPQ officer ◆ Transfer direct, over water from one vessel onto a barge or other floating carrier, then over water to the receiving vessel
In an infected country			<ul style="list-style-type: none"> ◆ Require cleaning and disinfection

¹ If either of the conditions is **not** practical, then contact the Headquarters VMO.

Special Procedures for Relanding Meat Aboard U.S. Military Vessels Returning from Foreign Countries

Require the following procedures for relanding U.S.-origin meat aboard military vessels having transited infected countries:

- ◆ Conduct movement of all meat be under PPQ supervision
- ◆ Allow meats to move only in unopened cartons
- ◆ Allow movement of meat to take place only within the metropolitan area of the port where the meat is off-loaded.
- ◆ Move meat to refrigeration units
- ◆ Seal refrigeration units with USDA seals until meat is to be loaded on an outbound vessel for use outside the United States
- ◆ Break USDA seals and supervise loading of meat back to vessels' stores when meat sealed in refrigeration units are ready for loading on an outbound vessel
- ◆ Contact Headquarters VMO for approval of any deviations from the above procedures

Taking Action on Vessels In Lay-up Status

Vessels going into lay-up status (temporarily removed from commercial activity) are considered in a special category for restricted and prohibited stores.

Because of the unknown duration of lay-up, it is **not** practical to attempt to control the garbage.

Seal aboard ship, or have all restricted and prohibited stores removed before the vessel goes into lay-up. **Seal the entire locker or refrigerator** rather than a portion of a refrigerator from which stores might be removed. Periodically recheck sealed refrigerators to make sure that the seals are intact.

Transfer meat stores as directed in [Transferring Meat in a Vessel's Stores](#) on page 3-3-17.

Taking Action on Live or Dead Animals

Use [Table 3-3-10](#) to determine the action to take if animals are found.

TABLE 3-3-10 Determine Action to Take if Animals Are Found

If the shipment is:	Then:
Live animals or dead animals that are part of a live animal shipment	GO to Live Animals on page 3-3-19
Solely dead animals	GO to Dead Animals on page 3-3-19

Live Animals

Live animals are the responsibility of VS. Additionally, VS has the responsibility for cleaning and disinfecting the vessel if it held live animals. Since PPQ is often the first to board the vessel, follow the instructions in [Table 3-3-11](#) when VS is **not** present to meet vessels carrying live animals.

TABLE 3-3-11 Action to Take When Live Animals Are Found

If the animal group is:	And the animals are:	Then:
Horse, ruminant, or swine	Aboard the vessel	<ul style="list-style-type: none"> ◆ HOLD the animals aboard the vessel ◆ NOTIFY VS by telephone
	Off-loaded from the vessel	<ul style="list-style-type: none"> ◆ HOLD the animals and the associated feed, bedding, etc., at the point of discovery¹ ◆ NOTIFY VS by telephone
Birds (includes poultry and pet birds)	A commercial shipment	<ul style="list-style-type: none"> ◆ HOLD the birds ◆ NOTIFY VS by telephone
	Birds in baggage	GO to Handling Birds in Baggage on page 3-4-14
	Birds in quarters	GO to Birds Aboard Vessels on page 3-3-20
Canine ² (dogs)	Used with livestock ²	<ul style="list-style-type: none"> ◆ HOLD the animals ◆ NOTIFY VS by telephone
	With open sore(s) ³	
	Without open sore(s) or not used with livestock	RELEASE
Other than horse ruminant, swine, canine, or birds ⁴		<ol style="list-style-type: none"> 1. INSPECT cages for prohibited items and have them removed 2. REFER to Fish and Wildlife Service

- 1 Consider the welfare of the animals in severe weather. If you authorize movement, then clean and disinfect all areas occupied by, or equipment used to move the animals. **Do not** allow movement to an area where other animals are present or away from the immediate area of the point of discovery. If the vessel is moving prior to VS arrival, then require cleaning and disinfecting of the vessel.
- 2 Dogs kept around livestock may carry tapeworms.
- 3 Could possibly be screwworm which feeds on living tissue.
- 4 Refer primates to Fish and Wildlife and Public Health Service or to Customs.

Dead Animals

If only dead birds, horses, ruminants, or swine are discovered, then you must verify the cleaning of the vessel and observe the disinfecting of the vessel and removal of the carcass. If the dead animal is **not** a commercial shipment, an incinerator is available nearby, and the dead animal can easily be bagged and carried off the vessel, then bag and

incinerate the dead animal. If the dead animals are part of a commercial shipment or it is **not** practical to bag and incinerate the dead animal, then use [Table 3-3-12](#).

TABLE 3-3-12 Action to Take When Dead Animals Are Found

If the animal is a:	Then:
◆ Avian (bird) ◆ Equine (horse) ◆ Ruminant ◆ Swine	1. SAFEGUARD the carcass 2. NOTIFY Headquarters VMO
Other than bird, horse, ruminant, or swine	NO ACTION is required by PPQ or VS

Birds Aboard Vessels

Allow birds to remain aboard vessels under the custody of the captain when the birds are maintained in a secure location throughout travel in U.S. territorial waters. Write the following statement on PPQ Form 288 in the *Remarks* section:

"I agree to keep the bird(s) caged or tethered and kept in a ship's cabin while in U.S. territorial waters."

(Captain's Signature)

Get the captain to sign below the statement (shown above) on PPQ Form 288. If you harbored the vessel and find that the birds are **not** being kept as stated in the agreement, issue a \$100 civil penalty (PPQ Form 591⁶) to the captain of the vessel. If you discover a crew member taking a bird off the vessel, then seize the bird and issue a \$50 or \$100 civil penalty (PPQ Form 591⁶) to the crew member. Assess a \$100 civil penalty if the crew member has attempted to conceal the bird.

Birds Aboard Yachts and Pleasure Vessels

Make sure that birds are kept aboard yachts and pleasure vessels while at any U.S. port. Write a notice on PPQ Form 288 stating that removal of the bird(s) is prohibited.

If a bird is to be removed from the yacht, it must meet import requirements (quarantine). After completing quarantine, the bird may move in and out of a port as a U.S. returned bird. U.S. returned birds must have the following:

- ◆ U.S. health certificate issued prior to departure
- ◆ Proper identification (leg band or tattoo)
- ◆ VS veterinary inspection

6 A PPQ Form 591 is used in lieu of PPQ Form 518 to allow fining on the spot.

If a bird has been out of the country for more than 60 days, it must be quarantined at the owner's residence for 30 days. Notify VS to take action.

Inspecting Cargo Holds for Khapra Beetle

Safety

When inspecting cargo holds for khapra beetle⁷, be sure to use the following safety guidelines:

- ◆ Inform the captain, chief mate, or first officer of your intent to enter and inspect the cargo hold
- ◆ Conduct your inspection during the less busy hours of the day
- ◆ Wear your hard hat at all times while in cargo hold
- ◆ Use extreme caution when descending ladders into the hold; if there is an alternate way to the hold **other than** directly through the hatch opening, then use the alternate way

Conduct hold inspections for detecting khapra beetle when the vessel is carrying break bulk cargo that is either regulated or suspect for khapra beetle. Spices wrapped in burlap or jute, rice, brass artware, chili peppers, guar gum, and other cargoes suspected of transmitting khapra beetle are reasons for conducting a hold inspection.

Contact the captain or chief mate before attempting to inspect a hold. Ask to look at the cargo stowage plan to help select a hold where khapra beetle cargo is stowed. Select a hold where no cargo loading or discharging will take place during inspection. Make sure the hatch covers are open before entering the hold.

Note the holds inspected for khapra beetle on PPQ Form 288, *Block 21* and note the results of your inspection in the *Block 27, Remarks*.

Taking Emergency Action on Quarantine Actionable Pests Other Than Khapra Beetle

Exercise your professional judgment when you find active infestations of known or suspected plant pests (**other than** khapra beetle) that would require quarantine action if encountered in articles for entry. Consider using the following available tools: sealing, withholding permission to discharge, destruction, and any other safeguard deemed appropriate.

⁷ Inspecting the holds for khapra beetle is **not** routinely done on initial boarding.

Taking Emergency Action on Khaphra Beetle

TABLE 3-3-13 Emergency Action to Take When Kaphra Beetle Is Found

If you found:	Then:
Live khapra beetle(s)	<ol style="list-style-type: none"> 1. ISSUE a warning notice to the captain of the vessel 2. SEAL the infested storerooms or safeguard the infested material 3. CONTINUE below
Dead khapra beetle(s) or their cast skins	<ul style="list-style-type: none"> ◆ DO NOT take emergency action unless further inspection reveals live pests ◆ ASK the Captain or ship's agent if the vessel was previously treated to assure yourself that there are no live khapra beetles

If live khapra beetles were found, issue the following warning notice on the PPQ Form 288:

An insect believed to be khapra beetle, a serious agricultural pest, has been found in your vessel. If identification is confirmed, an Emergency Action Notification will be issued by the U.S. Department of Agriculture.

If identification is confirmed as khapra beetle, then issue PPQ Form 523, Emergency Action Notification. See [page A-1-92](#) for instructions on completing the form. Have the captain or the vessel's agent sign the form to acknowledge they have received the Emergency Action Notification, and give a copy to the person signing.

Require treatment to start within 24 hours after receipt of PPQ Form 523 unless the vessel sails foreign or there are insufficient facilities for treatment. You may extend the 24-hour starting period to 48 hours if you determine the reasons for delay to be satisfactory. The Deputy Administrator is the only person authorized to extend delays beyond 48 hours.

Follow guidelines and instructions for conducting treatments listed in T402 of the *Treatment Manual*. When vessels sail without treatment, use [Table 3-3-14](#).

TABLE 3-3-14 Action to Take When Vessels Sail without Treatment

If the vessel:	Then:
Sails coastwise before treatment	<ul style="list-style-type: none"> ◆ REQUIRE treatment at next port ◆ CALL or e-mail¹ next port ◆ SEND copy of PPQ 288 and PPQ Form 523 by mail
Sails foreign without treatment	<ul style="list-style-type: none"> ◆ REQUIRE treatment on return to the United States ◆ ORIGINAL PPQ Form 523 remains in effect ◆ DO NOT have to reinspect areas that were found infested unless treatment was conducted abroad ◆ If treatment was conducted abroad, REQUIRE a foreign certificate of fumigation and then inspect to determine if infestation has been eliminated

- 1 Include the following information: (1) name and nationality of the vessel; (2) departure from the port and date sailed from U.S. port; (3) location of infestation; (4) whether or **not** the vessel is returning to a U.S. port if known; and (5) return itinerary if known.

Notify Quarantine Policy, Analysis and Support (QPAS) by telephone of the planned itinerary of any vessel sailing foreign with a confirmed khapra beetle infestation aboard so the information may be provided to Canada and Mexico.



Take care when prescribing treatments to make sure treatments are **not** harmful to the commodities. Articles of cargo not infested or contaminated which are in the area may be removed if the owner or representative prefers and accomplishes the removal promptly without contributing to the spread of the pest.

Example

An uncontaminated automobile may be removed from a khapra beetle contaminated cargo hold since foam rubber and possibly other components may be adversely affected by the fumigant.

Flour and Finely Milled Products

Require that flour and other finely milled products be fumigated if found in khapra beetle infested vessels' stores even if no khapra beetle is found in these products. Give the captain the following options for fumigation (choose one):

- ◆ Require T402-b-1
- ◆ Require T402-b-2

After treatment, remove flour or finely milled products from the vessel for destruction by sterilization or incineration. The flour or finely-milled product can **not** be removed before treatment or allowed to remain aboard after treatment for disposal at sea.

Treatment in Lieu of Final Identification

The tentative finding of khapra beetle will result in an immediate restriction on the movement of the vessel and articles found infested. The vessel's agent may prefer immediate treatment in lieu of final identification so that normal movement may resume. The decision made by the ship's owner or agent to fumigate in lieu of a final determination must be documented on PPQ Form 523. PPQ accepts no responsibility for the possibility of the final identification proving negative. Provide the usual supervision of the treatment to assure that procedures and dosages are the same as prescribed for the khapra beetle.

Completing Certificate of Fumigation

Complete Section 9 of PPQ Form 523, Revocation of Notification, when the fumigation is complete. Fill in the action taken and sign the original and all copies of PPQ Form 523. The signed PPQ Form 523 will serve as the vessel's Certificate of Fumigation.

Taking Emergency Action for Suspect Asian Gypsy Moth (AGM) Ships

The purpose of the emergency action is to prevent the artificial spread of Asian Gypsy Moth (AGM), *Lymantria dispar*, from high-risk areas—Far East Russian ports where AGM populations are at high densities. Inspection and exclusion of contaminated ships will prevent the artificial spread of AGM.

The AGM displays significant behavioral differences compared to the North American gypsy moth (NAGM). The female AGM is an active flyer that is attracted to lights, and capable of flying up to 25 miles. The AGM feeds on larch and other conifers as well as on alder and willow. Oaks and other hardwood species are also acceptable hosts.

The female AGM lays eggs during August and September in Far East Russian ports. Attracted by the lights on ships, the females may lay eggs on the superstructure. The larvae can be blown by the wind short distances on silk strands. Due to these characteristics, a list of vessels which called in Far East Russian ports during August and/or September of the previous year has been developed: the AGM Vessel Alert List. Data from Lloyd's database MARDATA, the U.S. Coast Guard, and Agriculture Canada are used to produce the list, which is available on the U.S. Coastguard's database (MSIS).

APHIS has asked shipping interests **not** to charter ships that called at Far East Russian ports during the egg laying period for voyages that would put the ships in U.S. or Canadian ports during the high-risk egg hatching period. Any ship that arrives during this period that is found infested will be ordered to leave U.S. waters immediately.

Although APHIS has no regulation prohibiting the entry of AGM high-risk ships, the Plant Pest Act grants the authority to order infested ships to leave U.S. waters.

Determine Status of Arriving Ships

Determine which ships should be excluded entry, which should be boarded on arrival, and which require normal, non-AGM boarding procedures. These procedures use two types of exclusion: (1) If a pest is found, PPQ has the authority to order a ship to leave U.S. waters (a mandatory exclusion); and (2) PPQ has asked the shipping industry **not** to bring ships which have been in Far East Russian ports during August or September of the previous year into U.S. ports during the high-risk hatching period. This is a voluntary exclusion. A narrative description of the main steps involved in determining your action follows. See [Table 3-3-15 on page 3-3-27](#), and [Table 3-3-16 on page 3-3-28](#) which summarize the action.

EXEMPTION: Hawaii, Puerto Rico, and Guam are exempt from excluding entry to ships because the climate and host conditions are **not** suitable for AGM. Therefore, throughout the year, ships from Far East Russian ports are allowed to arrive in Hawaii, Puerto Rico, and Guam subject to inspection.



Southern ports need to be more aware of AGM inspection of ships year round. There is a possible risk of larvae hatching in these warmer climates even during the months which are **not** considered the high-risk hatching period.

Step 1: Checking the AGM Vessel Alert List

Check the AGM vessel alert list for the ship's name and Lloyd's register number to determine if the ship is high risk for AGM. The AGM vessel alert list includes ships which called at a Far East Russian port August 1 through September 30 of the previous year.

If a ship arrives which has a name very similar to one on the alert list, check with the agent to verify the Lloyd's register number or the itinerary of the ship during July, August, and September of the previous year. The alert list is **not** all inclusive, so apply the ship risk criteria to all arrivals (Step 3).

The alert list of AGM suspect ships will be entered in the U.S. Coast Guard's look out data base (MSIS). The U.S. Coast Guard will notify the local PPQ office when an AGM suspect ship reports to a port.



A ship's name may change, but a ship's hull number **never** changes.

Step 2: Checking the Ship's Itinerary

Check the ship's itinerary for a Far East Russian port that occurs within the range from Posyet to Nikolayevsk. The three most likely ports are Nakhodka, Vladivostok, and Vostochnyy. Refer to definitions in the *Introduction* for a noninclusive list of ports of the high-risk area. Northern Chinese ports, Japanese ports, and Korean ports may also be suspect.



If strange names are on the itinerary, get a map of the high-risk area (extreme southeast mainland of Russia) and match any listed ports.

Verify when the ship called at the Far East Russian port. Did it call at the port during August or September.

Step 3: Apply Criteria to Arriving Ships

High-risk Ships—Determine which arriving ships are high risk and are excluded entry. These ships can be boarded instream or at preapproved remote sites.

Consider high risk a ship arriving at a continental U.S. port during March, April, May, June, July, or August and **one** of the following conditions exist:

- ◆ Specifically identified on the AGM vessel alert list
- ◆ Itinerary included a Far East Russian port where the ship called during August or September of the previous year
- ◆ Russian flag and an itinerary that cannot adequately verify the location of the ship during August or September of the previous year

Low-risk Ships—Determine which arriving ships are low risk and are allowed to proceed to the intended berth for initial AGM inspection and follow-up monitoring, if necessary.

Consider low risk a ship arriving at a continental U.S. port during January, February, September, October, November, or December, and with **one** of the following:

- ◆ Specifically identified on the AGM vessel alert list
- ◆ Itinerary including a Far East Russian port where the ship called during August or September of the previous year
- ◆ Russian flag and an itinerary that cannot adequately verify the location of the ship during August, or September of the previous year

Exclude Entry to High-Risk Ships

Every effort should be made to encourage voluntary exclusion of ships identified as high-risk AGM ships arriving at a U.S. port during the high-risk hatching period.

During the high-risk hatching period, inspection can be accomplished by boarding instream or at preapproved sites. Provide options to inspect or to conduct an initial evaluation at a remote location. This option provides the mutual benefit of reducing the risk or pest introduction and of saving money for the shipping industry by reducing the possibility of a ship being ordered out of U.S. waters after traveling inland waterways. Boarding a ship instream is an option which must be requested by the agent and approved by the Regional Director. All arrangements concerning transportation to the ship and the method of boarding should be confirmed before the trip to the ship begins.

If the ship is found to be free of suspect AGM egg masses and larvae, allow the ship to proceed to its intended berth. While in port, monitor the ship daily for hatching AGM larvae.

See [Table 3-3-15](#), which summarizes the procedures for determining which action to take for arriving ships.

TABLE 3-3-15 Procedures to Follow for Ships Arriving During High-Risk Period

If ship is arriving:	And ship's name is:	And the itinerary:	And called at Russian port:	And certification ¹ :	Then:
March April May June July August (high-risk hatching period)	Not on the alert list	Includes a Far Eastern Russian port	In July, August, or September	Is absent	<ul style="list-style-type: none"> ◆ ENCOURAGE voluntary exclusion ◆ PROVIDE options for inspection outside the port area
			Other than July, August, or September	Is present	<ul style="list-style-type: none"> ◆ ALLOW movement to berth ◆ BOARD on arrival or at sunrise
		Does not include a Far Eastern Russian port			REQUIRE standard, non-AGM boarding procedures
		Cannot be ascertained and it's a Russian flag ship			<ul style="list-style-type: none"> ◆ ENCOURAGE voluntary exclusion ◆ PROVIDE options for inspection outside the port area
	On the alert list			Is absent	
				Is present	<ul style="list-style-type: none"> ◆ ALLOW movement to berth ◆ BOARD on arrival or at sunrise
Other than a month above					GO to Table 3-3-17 on page 3-3-30

1 Certificate must be from the State Plant Quarantine Service of Russia and declare that the vessel is free of Asian gypsy moth (AGM).

TABLE 3-3-16 Action to Taken with Ships Arriving During Low-Risk Period

If the month is:	And the ship's name is:	And the ship's itinerary:	And the ship called at the Russian port(s) during:	Then:
January February September October November December (low-risk hatching period)	On the alert list	_____ →	→	◆ ALLOW movement to berth
	Not on the alert list	Includes a Far East Russian port	→	◆ BOARD on arrival or at sunrise
		Does not include a Far East Russian port	→	REQUIRE normal, non-AGM boarding procedures
		Cannot be ascertained and it's a Russian flag ship	→	◆ ALLOW movement to berth ◆ BOARD on arrival or at sunrise

Board Instream—Boarding ships instream is a nonstandard procedure. If your Regional Director approves instream boarding, then use the following guidelines:

1. Request the ship's agent or the U.S. Coast Guard (at particular sites) to arrange for and provide boarding and retrieval launch, and a suitable boarding method. U.S. Coast Guard units at ports without sufficient resources to transport PPQ officers can provide PPQ with a list of certified, commercial marine taxis or launch services.
2. Wear a U.S. Coast Guard approved flotation jacket.
3. Board the ship on arrival, within 1 hour after sunrise and 3 hours before sunset.
4. Board by conventional gangway or another method judged safe by the boarding officers.

Order a Ship to Leave—When ordering a ship to leave U.S. waters, take the action as follows:

1. Issue PPQ Form 523, Emergency Action Notification. Request the ship's master to prepare for and execute an immediate departure. The notification will instruct the ship's agent to immediately call out necessary tugs, linesmen, and pilots for the ship's departure. The only actions allowed are those that make the ship seaworthy, such as bunkering. (See **PPQ Form 523, Emergency Action Notification** on page A-1-76 for instructions on completing the form.)

2. Issue PPQ Form 227, Request for Customs Action. Request a stop of all business related to the ship **other than** that necessary to make the ship seaworthy. Customs will withhold clearance, either coastwise or foreign.
3. Send or hand deliver a cover memorandum with a copy of the Emergency Action Notification to the U.S. Coast Guard Port Captain. Request the Port Captain's help to immediately escort the ship from U.S. waters.

Board Low-risk Ships—During the low-risk period, suspect AGM ships are boarded on arrival or within 1 hour of sunrise if arriving during the night. Inspect all accessible areas of the ship's super-structure. Use binoculars to inspect unreachable areas of the ship. Inspect the ship's hold(s) when there are indications (physical evidence on the superstructure or ship records) that the ship has been cleaned for AGM. If possible, at least two officers should conduct the inspection.



Look for AGM egg masses when boarding any ship from Asian ports.

Inspect Suspect AGM Ships

Step 4: Look for Egg Masses

Egg masses are the most likely life stage to be found on the superstructure of ships. During March through August, hatching larvae can be found. Hatching larvae present an **unacceptable** pest risk any time of the year at any U.S. port.

Use USDA/APHIS Program Aid Number 1329, *Don't Move Gypsy Moth*, for identifying life stages of gypsy moths.

Also helpful in identifying gypsy moths are the following:

- ◆ Egg masses normally are deposited in sheltered locations such as in crevices or cavities, under traps, and behind walls and doors
- ◆ Binocular use to inspect unreachable areas of the ship
- ◆ Female AGMs are attracted to light; therefore, the female moths could lay their egg masses on surfaces of the ship that are exposed to night lights. However, if the ship was lit with shore-based flood lights while in a Far East Russian port, egg masses could be found in all locations
- ◆ Viable egg masses on ships may be weathered, darkened, and appear old

- ◆ Look for evidence of fresh paint covering scrapes on walls or painted over egg masses
- ◆ Look for hatching larvae that may be blowing on silk strands from the ship. Peak hatching of eggs is in the morning. Dispersing larvae move toward vertical structures and climb rapidly

Use [Table 3-3-17](#) to determine action to take when inspecting suspect AGM ships or ships with Far East Russian ports of call.

TABLE 3-3-17 Inspect AGM Ships or Ships with Far East Russian Ports of Call

If the month is:	And you find:	Then:
March April May June July August (high-risk hatching period)	Egg masses or hatching larvae	ORDER the ship to leave (refer to the guidelines under Order a Ship to Leave)
	No life stages of AGM	<ul style="list-style-type: none"> ◆ ALLOW the ship to dock and conduct business ◆ REQUIRE daily monitoring for hatching larvae of AGM until the ship leaves the U.S. port
January February September October November December (low-risk hatching period)	Egg masses	DETERMINE final regulatory action based on level of infestation and guidance from management
	Hatching larvae	ORDER the ship to leave (refer to the guidelines under Order a Ship to Leave)
	No life stages of AGM	<ul style="list-style-type: none"> ◆ ALLOW the ship to dock and conduct business ◆ MONITOR the ship while in port

Step 5: Require Treatment

When necessary, require drenching the egg masses with Golden Natur'l Spray Oil™, registered for gypsy moth. This product is available from Stoller Enterprises, Inc., 8582 Katy Freeway, Houston, Texas 77024; telephone number (713)464-5580, FAX (713)461-4467.

Application Techniques—Using a hand sprayer, apply the mixture to individual egg masses until they are completely saturated. Keep the mixture agitated while treating.

Establish contingency plans for quick availability of commercial spray equipment for large applications. Port Directors should work with port authorities and/or ships' agents to arrange for commercial pesticide applicators to be on standby in the event they are needed to apply the treatment. Commercial application will be at the expense of the agent, ship, or port authority.

If a sample of egg masses is needed for identification, then remove a few egg masses from the ship. Using a knife, paint scraper, or putty knife, scrape a few egg masses from the ship's surface and place into a container. **Be careful not to drop egg masses into the water.**

Step 6: Monitor Ships

Monitor ships **daily** that have been allowed to dock until they leave the port.



Peak hatching of gypsy moth eggs is in the morning. Check the ship for dispersing larvae. These larvae move toward vertical structures and climb rapidly.

Step 7: Report Inspection Results

To report inspection results, do as follows:

1. Each PPQ Office must report inspection results to Adelaide Short. **FAX these results within one workday** to (504)589-4111. Please include a copy of PPQ Form 288 and all pertinent paperwork (like the Certificate of Inspection from Russia and the official itinerary from the Captain) .
2. Send a copy of inspection results and PPQ Form 288 to the Regional Office.
3. Clearly identify the information with the title, "AGM Ship Inspection."
4. Include the following information regarding AGM ship inspections:
 - ❖ Ship Name
 - ❖ Flag
 - ❖ Port
 - ❖ Date of Inspection
 - ❖ Result of Inspection—positive (life stage found) or negative (action taken)—brief statement

PPQ Form 288, Ship Inspection Report, can be used to document the above information. Note in *Remarks* the results of inspection and the action taken.

Agriculture Canada (Ottawa) will notify Quarantine Policy, Analysis and Support (QPAS) of their AGM ship inspection results. QPAS will in turn notify Agriculture Canada of U.S. AGM ship inspection results. This information will be used by both countries to update the AGM Vessel Alert List. Updates to the AGM vessel alert list will be posted on the E-mail PPQ Bulletin Board as changes occur.

Procedures for Precleared Cargo

Follow these procedures for precleared cargo:

- ◆ All commodities precleared at foreign site locations must be accompanied by PPQ Form 203, Foreign Site Certificate of Inspection and/or Treatment, or a telex that verifies PPQ did preclear the shipment
- ◆ Verify that APHIS and/or steamship line seals are intact upon arrival at the first port of entry in the United States
- ◆ Seals must **not** be removed by unauthorized persons at the port of entry. If this occurs, a warning letter or civil penalty must be issued. See [Assessing Civil Penalties for Breaking Seals](#) on page 3-3-12
- ◆ Confirm that the information and conditions contained on PPQ Form 203 or telex agree with the cargo manifest and/or other Customs entry documents. Verify the seal numbers with the documentation mentioned above
- ◆ The cargo may be released without further inspection if the seals are intact and documentation has been verified. If seals are **not** intact, contact Program Support for assistance
- ◆ With bulk shipments that include both precleared and noncleared cargo, unloading must be monitored to prevent commingling
- ◆ Procedures must be in place to ensure the placement of precleared and noncleared cargo in separate areas, as follows:
 - ❖ All the precleared cargo is removed from the area before the noncleared cargo is unloaded
 - ❖ All the noncleared cargo is removed from the area before the precleared cargo is unloaded

These instructions **do not** preclude the option at port of entry to monitor or inspect precleared shipments.